

County of Santa Clara

Parks and Recreation Department


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MEMORANDUM

DATE: December 17, 2019

TO: Honorable Members of the Board of Supervisors
Jeffrey V. Smith, M.D., J.D., County Executive

FROM: Don Rocha, Director, Parks and Recreation Department 

SUBJECT: Off-Agenda Report Relating to the Master Gardeners' Access Road at Martial Cottle Park

At the November 5, 2019 meeting of the Board of Supervisors (Item No. 29), in discussion relating to an item placed on the Consent Calendar providing a report on improvements to the Master Gardeners' (MG) access road at Martial Cottle Park, the Board directed the Parks and Recreation Department (Parks) to provide an off-agenda memorandum to advise on the availability of staff to assist the Friends of Master Gardeners organization (FOMG) in seeking funds for the project.

In that report, the Parks and Recreation Department (Parks) indicated that: "[a]lthough the Parks' Grants staff position is vacant at present, once this position is filled, Parks can assist FOMG in identifying potential sources for grant and other funding sources to assist MG in implementing their vision for this and future site improvements." (sic)

In the period between the completion of that report and the present, Parks has recruited analytical staff and assigned responsibility for the department's various grant programs to the pool of analysts in the department. The purpose for this staff allocation is to ensure that, in future, Parks avoids the recurrence of situations where a single, specialist grants staff position becomes vacant, thereby diminishing Parks' grants capacity.

Parks staff are now available to assist the Master Gardeners in this endeavor and the department is prepared to receive direction to that effect. In the interim, Parks staff will contact the Master Gardeners and Friends of Master Gardeners to discuss their needs.

c: Chief Board Aides
Megan Doyle, Clerk of the Board of Supervisors



Board of Supervisors: Mike Wasserman, Cindy Chavez, Dave Cortese, Susan Ellenberg, S. Joseph Simitian,
County Executive: Jeffrey V. Smith